



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Ariel Rios Bldg. - 1200 Pennsylvania Ave., NW
Washington, D.C. 20460

OFFICE OF
SOLID WASTE AND EMERGENCY RESPONSE

January 13, 2005

MEMORANDUM

Subject: Fiscal Year 2005 Solicitation of Tribal Hazardous Waste Grant Proposals

From: Michaelle Wilson, Chief *Michaelle D. Wilson*
Federal, State, & Tribal Programs Branch
Office of Solid Waste

To: National RCRA Tribal Program Work Group

The Office of Solid Waste (OSW) is soliciting grant proposals for tribal hazardous waste management program planning, development, and implementation. OSW Headquarters is responsible for collecting and ranking project proposals. EPA Regional offices are responsible for making final grant awards.

Please notify the tribes in your Region about this opportunity for EPA financial assistance. If any tribes in your Region have hazardous waste management issues and would benefit from EPA financial assistance, please work with them to develop a project proposal. **Project proposals are due to the National Tribal Hazardous Waste Program Manager no later than close of business on Thursday, March 31, 2005.** OSW will evaluate proposals according to criteria provided in the attached "Guidance for the Development of Tribal Hazardous Waste Grants."

GUIDANCE FOR SUBMITTING PROJECT PROPOSALS

OSW will consider grant proposals that cover a range of hazardous waste program capacity building and implementation projects. Applicants must develop project proposals of **not more than 10 pages**. Proposals must contain the following information:

1. Name of Tribe or Consortium (address, phone, fax numbers, and e-mail for primary applicant contact).
2. Background Information (describes need for the project).
3. Project Description (special emphasis on “Evaluation Criteria” described in Section V).
4. Project Duration (How many months of funding is needed?).
5. Project Cost (Estimate the amount of funding required for the project).
6. Anticipated Project Output(s) & Outcome(s): Proposals must describe the applicant’s plan for measuring and tracking the outputs and outcomes that will result from the proposed project.

We look forward to receiving project proposals from tribes in your Region. Please contact Denise Roy (703-308-8458) with any questions or comments. Copies of all proposals received by the Regional program should be sent to Denise via e-mail (roy.denise@epa.gov), fax (703-308-8638), or to the following address:

Denise Roy
U.S. EPA - Office of Solid Waste (5303W)
1200 Pennsylvania Ave., NW
Washington, DC 20460

FY 2005 Hazardous Waste Management Grant Program for Tribes

Request for Proposals

Deadline: Thursday, March 31, 2005



Office of Solid Waste Tribal Waste Management Program
"Waste Management In Indian Country" < <http://www.epa.gov/tribalmsw/> >

U.S. Environmental Protection Agency
Office of Solid Waste & Emergency Response

FY 2005 HAZARDOUS WASTE MANAGEMENT GRANT PROGRAM FOR TRIBES

REQUEST FOR PROPOSALS

Federal Agency: U.S. Environmental Protection Agency, Office of Solid Waste

Funding Opportunity Title: Fiscal Year 2005 Hazardous Waste Management Grant Program for Tribes

Announcement Type: Initial Announcement

Funding Opportunity Number: N/A

Catalogue of Federal Domestic Assistance (CFDA) Number: 66.812

Dates:

- Solicitation Date: Thursday, January 13, 2005
- Project Proposals Due: Thursday, March 31, 2005 (close of business)
- Prospective Applicants Notified: Friday, April 29, 2005

I. FUNDING OPPORTUNITY DESCRIPTION

A. Background

The U.S. Environmental Protection Agency (EPA) Office of Solid Waste (OSW) is soliciting proposals from Tribal governments and Intertribal Consortia for the development and implementation of hazardous waste programs and for building capacity to address hazardous waste mismanagement in Indian country (authority for this solicitation is found in the Fiscal Year 1999 EPA Appropriations Act, P.L. 105-276). In accordance with the EPA Indian Policy of 1984, EPA recognizes Tribal governments as the primary parties for managing programs for reservations. This Federal grant program is published in the Catalog of Federal Domestic Assistance (CFDA) (Number 66.812 - Tribal Hazardous Waste Grants).

This request for project proposals outlines the purpose and procedures for application and award of Fiscal Year 2005 Hazardous Waste Management Program Grants for Tribes. Electronic copies of this guidance are available from the EPA Office of Solid Waste (send e-mail to <roy.denise@epa.gov> or phone 703-308-8458).

Proposals are due to the National Tribal Waste Management Program Coordinator by close of business on Thursday, March 31, 2005. Send project proposals to:

Denise Roy Tribal Hazardous Waste Program U.S. EPA, Office of Solid Waste (5303W) 1200 Pennsylvania Ave., NW Washington, D.C. 20460	(703) 308-8458 [phone] (703) 308-8638 [fax] roy.denise@epa.gov [e-mail]
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B. Introduction

Improper management of hazardous waste poses serious threats to the health of people, the environment, and wildlife. Some threats are obvious, such as chemical accidents, spills of hazardous waste on or close to transportation routes, and illegal hazardous waste dumping. Even when hazardous waste is managed and disposed of in a careful manner, it may still pose a serious threat. For example, toxic hazardous wastes can leak from a poorly constructed or improperly maintained landfill. Such waste contamination can severely, and sometimes irreversibly, impact plants, wildlife, and humans.

Improper management and disposal of hazardous waste has polluted ground water, streams, rivers, lakes, and other surface waters. Careless waste disposal has been linked to respiratory illnesses, skin diseases (including skin cancer), and elevated levels of toxic materials in plants, animals, and humans. In some cases, the mismanagement of hazardous waste has resulted in fires, explosions, or the generation of toxic gases that have killed or seriously injured workers and firefighters.

To address hazardous waste management issues, EPA is responsible for implementing the Resource Conservation & Recovery Act (RCRA) Subtitle C. The RCRA Subtitle C program is a comprehensive effort to ensure that hazardous waste is managed safely from “cradle to grave”: from the moment it is generated; while it is transported, treated, or stored; until it is finally re-used or disposed of in a safe manner.

C. Types of Projects EPA Will Fund Under this Grant Program

This grant program will support projects designed to develop and implement hazardous waste management programs. These programs must improve the applicant’s ability to properly identify, manage, or dispose of hazardous waste. All hazardous waste management activities that address the RCRA Subtitle C “cradle to grave” approach are eligible. Each of the following hazardous waste management program activities are considered central to a “cradle to grave” program:

1. Hazardous Waste Identification
2. Hazardous Waste Generator Siting, Monitoring, & Compliance (Large Quantity, Small Quantity, and Conditionally Exempt Small Quantity Generators)
3. Hazardous Waste Recycling, Used Oil, and Universal Wastes
4. Hazardous Waste Transportation
5. Treatment, Storage, and Disposal Facility Siting, Permitting, Monitoring, Corrective Action, & Enforcement
6. Land Disposal Restrictions
7. Combustion

D. Examples of Program Activities

The following activities are suggestive and do not limit the range of activities considered eligible under this grant program. These activities are eligible when they are performed in support of developing and implementing a tribal program to manage hazardous waste:

- Develop and implement codes, regulations, ordinances, policies, and/or guidance to regulate hazardous waste management activities and facilities, such as generators, transporters, and treatment, storage and disposal facilities.
- Develop and implement hazardous waste program enforcement policies and procedures to ensure regulatory compliance, including monitoring and inspection schemes.
- Develop legal and administrative infrastructure adequate to implement and maintain regulatory and/or non-regulatory hazardous waste management programs.
- Identify and assess hazardous waste generation and ongoing management of concern to the community, including:
 - S inventory of active and inactive dump/disposal sites and assess contamination potential;
 - S characterize hazardous waste stream; and
 - S identify sensitive sites with potential or actual impacts on water bodies, soil, air, cultural/historic resources, threatened or endangered species, etc.
- Develop and implement tribal integrated hazardous waste management plans (including source reduction/recycling).
- Implement used oil collection and other programs to reduce the mismanagement of hazardous waste in the community. Used oil collection programs must be in accordance with 40 CFR 279.
- Implement household hazardous waste collection events.
- Develop outreach documents and other resource materials to plan and conduct hazardous waste management seminars for tribal leaders, community members, business and civic organizations, etc.
- Establish qualifications for environmental management personnel relative to the tribe's needs and plan for program implementation.
- Establish a communications plan for hazardous waste management program activities.
- Identify multi-jurisdictional opportunities for hazardous waste management, including feasibility for intergovernmental (Tribal, Federal, State, and local) cooperative efforts.

E. Government Performance Results Act (GPRA) Goals and Objectives

The “Hazardous Waste Management Grant Program for Tribes” supports the following EPA strategic goals and objectives: Goal 3 (Land Preservation and Restoration), Objective 3.1 (Preserve Land), Sub-objectives 3.1.1 (Reduce Waste Generation and Increase Recycling) and 3.1.2 (Manage Hazardous Wastes and Petroleum Products Properly). The Grant Program also supports Objective 3.2 (Restore Land), Sub-objective 3.2.1 (Prepare for and Respond to Accidental and Intentional Releases). Specifically, the recipient will develop and implement hazardous waste management programs that identify hazardous wastes, improve management of hazardous waste, encourage waste reduction/re-use/recycling activities, collect household hazardous waste, educate and train employees and the public, implement used oil collection programs, or other related activities. Grantees may also receive training in emergency response and hazardous materials handling.

F. Outputs and Outcomes

Successful applicants must deliver products (outputs) that support efforts at meeting long term environmental outcomes.

Outputs developed through these assistance agreements include:

- Inventory of hazardous waste handlers/facilities in Indian Country;
- Codes, regulations, ordinances, policies and/or guidance for regulating hazardous waste;
- Facilities for improved hazardous waste management, such as secure household hazardous waste collection stations and re-use centers for used paint, wood stains, etc.
- Number of Tribal leaders and environmental staff trained or certified;
- Educational and/or community outreach material; and
- Reports from studies, sampling, and/or research.

Outcomes associated with these assistance agreements include:

- Improved knowledge about the location of hazardous waste handlers/facilities, and the types of hazardous wastes they manage as reflected by inventories of facilities.
- Improved ability to properly identify, manage, or dispose of hazardous waste as demonstrated by a reduction in the number of citations under Tribal codes, regulations, and ordinances, and fewer reports of illegal hazardous waste disposal.
- Increased use of hazardous waste reduction and re-use activities as demonstrated by increased use of household hazardous waste collection stations and re-use centers.

- Improvements in community awareness of proper hazardous waste and used oil management practices as demonstrated by level of participation in household hazardous waste collection events, used oil collection programs, and increases to the purchasing of alternative, non-toxic (less hazardous) products.

II. AWARD INFORMATION

EPA expects to award up to \$297,600 in cooperative agreements. Individual cooperative agreements will not exceed \$75,000.

- A. **Anticipated Number of Awards:** Contingent upon the number of proposals selected. However, total funding for the FY 2005 Tribal Hazardous Waste Grant Program will not exceed \$297,600.
- B. **Project Period of Performance:** Periods for performance under this grant program range up to 24 months. Grant applications should cover activities that can be completed within two years of the award date.
- C. **Cost Sharing or Matching Requirements:** There are no cost sharing or matching requirements under this grant program.

III. ELIGIBILITY INFORMATION

- A. **Federally Recognized Tribes:** Any Indian Tribe, band, nation, or other organized group or community including any Alaska Native Village, which is recognized as eligible for the special services provided by the United States to Indians because of their status as Indians.
- B. **Intertribal Consortium or Consortia:** A partnership between two or more Tribes that is authorized by the governing bodies of those Tribes to apply for and receive assistance under this grant program. A Consortium must have adequate documentation of the existence of the partnership and the authorization to apply for and receive assistance under this grant program.

IV. APPLICATION AND SUBMISSION INFORMATION

- A. **Content and Form of Proposal Submission:** Proposals are due to the National Tribal Hazardous Waste Management Program Coordinator at the address below **by close of business on Thursday, March 31, 2005. Proposals submitted after this date will not be considered.**

Prospective applicants must develop brief project proposals of not more than 10 pages. These project proposals must contain the following information:

1. Name of Tribe or Consortium (address, phone, fax numbers, and e-mail for primary applicant contact).
2. Background Information (describes need for the project).
3. Project Description (special emphasis on "Evaluation Criteria" described in Section V).
4. Project Duration (How many months of funding is needed?).
5. Project Cost (Estimate the amount of funding required for the project).
6. Anticipated Project Output(s) & Outcome(s): Proposals must describe the applicant's plan for measuring and tracking the outputs and outcomes that will result from the proposed project.

B. How to Address Application Package

Send project proposals to

Denise Roy Tribal Hazardous Waste Program U.S. EPA, Office of Solid Waste (5303W) 1200 Pennsylvania Ave., NW Washington, D.C. 20460	(703) 308-8458 [phone] (703) 308-8638 [fax] Roy.Denise@epa.gov [e-mail]
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C. Funding Restrictions

Clean up from abandoned or inactive facilities is covered by other EPA programs (e.g., the CERCLA/Superfund program, the Underground Storage Tank program, and the Brownfields redevelopment program). Other EPA waste programs focus on municipal solid waste management, recycling, and responding to emergency releases of hazardous materials and wastes. Though they are important parts of an overall waste management program, the FY 2005 Hazardous Waste Management Grant Program for Tribes is set up to address the active management of hazardous wastes as they are generated, transported, stored, or disposed of. While other EPA programs fund and related projects (i.e., municipal solid waste management, chemical emergency planning and preparedness, Brownfields redevelopment, and CERCLA/Superfund program cleanup), hazardous waste program grants are specifically targeted to enhance the ongoing management of hazardous wastes and to heighten awareness of hazardous waste management activities that may impact Indian country.

D. Other Submission Requirements: None

V. APPLICATION REVIEW INFORMATION

A. Criteria

1. Project Description (15 points)
Provides a complete and clear statement of the problem, description of project goals, activities, budget and timeline.
2. Sustainable, Comprehensive Integrated Waste Program (25 points)
Demonstrates how project will result in compliance with applicable RCRA regulations. Describes how the activities fit into an integrated solid waste management program including long term waste management planning, program implementation, community education, and staff training. Demonstrates consideration of “cradle to grave” waste management, including activities such as: hazardous waste identification; evaluating potential releases from hazardous waste generators (Large Quantity and Small Quantity Generators); planning and implementing waste reduction, recycling, and material recovery projects; addressing transportation of hazardous waste; evaluating impacts from RCRA Treatment, Storage, and Disposal Facilities; addressing land disposal restrictions and combustion activities; and participating in EPA’s regulatory oversight activities (including EPA’s Permitting and Corrective Action programs). Clearly demonstrates a plan for measuring and tracking the outputs and outcomes that will result from the proposed project.
3. Community Health Development (20 points)
Describes how activities contribute to overall health and development of the community. Will the grant lead to improved employment, revenue generation, technological innovation, or improved health and welfare of the community?

Demonstrates alleviation or reduction of impacts on human health and the environment.

Demonstrates how project will succeed after the funded project period.
4. Project Partners/Institutionalization (15 points)
Describes efforts to leverage resources from other project partners, including other Federally-recognized tribes, surrounding communities, businesses, and/or other Federal or non-Federal agencies. Identifies partnering organization(s) and documents the relationship with the applicant. This can be done, for example, through a letter of support, a joint statement, or principles of agreement signed by other parties.
5. Measurability of Project Results (10 points)
Explains approach to tracking and reporting results. At the end of the grant period, should be able to provide a description of project outcomes -- i.e., how did the project change hazardous waste management practices or set a course for improving those activities?
6. Technical Assistance to Others (15 points)
Describes the approach to providing assistance to other tribes. Explains how the information and lessons learned during the project will be transferred to others.

B. Review and Selection Process

Proposals received on time and meeting the requirements outlined in the above will be reviewed as follows:

1. Submit Project Proposal (see section IV A of this solicitation)
2. Proposal Review & Selection: An EPA review committee comprised of Headquarters and Regional staff will rank proposals according to the evaluation criteria (see Section V). Based upon the review committee's recommendations, Regional Tribal Hazardous Waste Management Program Contacts will invite prospective applicants to submit an Application for Federal Assistance. Regional Tribal Hazardous Waste Management Program Contacts will notify prospective applicants **by Friday, April 29, 2005**. Each Regional Tribal Hazardous Waste Management Program Contact will inform applicants of the deadline for submitting their Application for Federal Assistance.
3. Submit Application for Federal Assistance: Prospective applicants invited to submit an Application for Federal Assistance must work with the appropriate Regional Tribal Hazardous Waste Management Program contact. (Contact your Region's Tribal Waste Management Program coordinator for deadline.)

Tribal Hazardous Waste Management Program Contacts (RCRA Subtitle C)

Current as of January 2005

Region	Name	Phone	Fax
Region I	Chuck Franks	(617) 918-1554	(617) 918-1505
Region II	Lorraine Graves	(212) 637-4099	(212) 637-4437
Region IV	Davy Simonson	(404) 562-8457	(404) 562-8439
Region V	Margaret Millard	(312) 353-1440	(312) 353-6519
Region VI	Nick Stone (Technical) ChesTeena Hullum (Grants)	(214) 665-7226 (214) 665-7216	(214) 665-7263 (214) 665-6762
Region VII	Marc Rivas	(913) 551-7669	(913) 551-9669
Region VIII	Ron Lillich	(303) 312-6149	(303) 312-6064
Region IX	Richard Vaille	(415) 972-3378	(415) 947-3530
Region X	Nina Kocourek	(206) 553-6502	(206) 553-8509

VI. AWARD ADMINISTRATION INFORMATION

A. Award Notices

Notice of award will be made in writing by an official in the EPA Regional Grants Administration Division. Preliminary selection made on behalf of the EPA Review Committee does not guarantee an award will be made. Prospective applicants are cautioned that only a Grants Officer can bind the government to the expenditure of funds. No commitment on the part of EPA should be inferred from technical or budgetary discussions with an EPA Program Official. An EPA staff member or organization that makes financial or personnel commitments in the absence of a grant or cooperative agreement signed by the EPA Grants Award Official does so at their own risk.

EPA will promptly notify in writing (postal or e-mail) those applicants whose application is rejected. An unsuccessful applicant may request a debriefing to better understand the evaluated strengths and weaknesses of its proposal and the reason for rejection if other than technical merit.

B. Reporting

Specific financial, technical, and other reporting requirements to measure your progress will be identified in the EPA grant award agreement. Grant recipients must submit formal quarterly or semi-annual progress reports, as instructed in the award agreement. A final report will be required summarizing the financial and programmatic results attained during the course of the agreement, including status of project output(s) and outcome(s). This report will be due no later than 90 days following the end of the period of performance.

VII. AGENCY CONTACTS

Applicants with questions about this solicitation should contact the National Tribal Hazardous Waste Management Program Coordinator at the address below:

Denise Roy Tribal Hazardous Waste Program U.S. EPA, Office of Solid Waste (5303W) 1200 Pennsylvania Ave., NW Washington, D.C. 20460	(703) 308-8458 [phone] (703) 308-8638 [fax] Roy.Denise@epa.gov [e-mail]
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For programmatic or technical related questions, applicants can also contact the appropriate Regional Tribal Hazardous Waste Management Program contact (see Section V for list of Regional contacts).